

**ARIZONA STATE SCHOOLS FOR THE DEAF AND THE BLIND
POSITION DESCRIPTION**

POSITION TITLE: CHAPERONE (Transportation Department)

POSITION LOCATION: ASDB - Tucson and ASDB - Phoenix

POSITION REPORTS TO: Transportation Coordinator

POSITION SUPERVISES: None

MINIMUM QUALIFICATIONS: High School Diploma or GED; ability to safely lift at least 65 pounds

PREFERRED QUALIFICATIONS: Experience with hearing impaired, visually impaired, or multiply disabled children; beginning to intermediate sign language; and experience with behavior management techniques; CPR and/or First Aid Certification

MAJOR DUTIES AND RESPONSIBILITIES: Performs assigned chaperone duties in accordance with procedures; maintains and administers special behavior programs as needed; teaches safety rules; assists young and non-ambulatory students on and off the bus; assists students with toileting and personal hygiene needs; works with driver to administer assertive discipline plan for route; assists students with developing appropriate social/emotional behaviors; meets with responsible persons regarding problems, methods of assistance, and work assignments as needed; performs other related duties assigned by supervisor

KNOWLEDGE AND SKILLS: Knowledge of emergency procedures to include first aid and vehicle evacuation techniques; non-aggressive restraining techniques; lift equipment

SPECIAL REQUIREMENTS/CONDITIONS: Must pass beginning sign language class within one year of employment; must utilize appropriate personal protective equipment as required

PAY PLAN: <u>Classified</u>	GRADE: <u>04</u>	FLSA: <u>Non-Exempt</u>	DATE: <u>Revised: 7/2006</u>
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